

PURCHASE DIVISION  
Advice for approval for credit to supplier

②

|                            |  |                          |  |                  |  |
|----------------------------|--|--------------------------|--|------------------|--|
| Date: 19/9/22              |  | Prepared by: [Signature] |  | Serial no. 8555  |  |
| Supplier name: Vivid world |  |                          |  | HO inward no.    |  |
| Firm/Company: MMRKLP       |  | Project: HO              |  | HO received date |  |
| PO/WO date: 16/9/22        |  | PO/WO No. 92048          |  | Scan ID.         |  |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached                                                   |
|--------|----------|-----------|-------------|---------------------------------------------------------------------|
| 1.     | 2436     | 16/9/22   | 2711/-      | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 2.     |          |           |             | <input type="checkbox"/> Yes <input type="checkbox"/> No            |
| 3.     |          |           |             | <input type="checkbox"/> Yes <input type="checkbox"/> No            |
| 4.     |          |           |             | <input type="checkbox"/> Yes <input type="checkbox"/> No            |

Amount A – Bills total (Excluding Transport & Hamali Charges): 2711/-

Proof of delivery by way of: ☒ DCs/bill ☐ Steel report ☐ RMC pour report ☐ Solid block report ☐ Installation report

|                  |                                                                                                    |
|------------------|----------------------------------------------------------------------------------------------------|
| MRN nos.: 111893 | Proof of delivery matches MRN: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
|------------------|----------------------------------------------------------------------------------------------------|

Amount B – Other Credits : Transportation charges: -

Amount C – Other Debits : -

Amount D (D=A+B-C) – Amount to be credited to the supplier: 2711/-

Amount E – PO / WO value: 2711/-

Amount F – Difference (A – E): -

Quantity received as per PO /WO: ☒ Yes ☐ Excess received ☐ Short received ☐ Part received

Close PO / WO: ☒ Yes ☐ No – wait for balance material ☐ Other

Payment – due date: 26/9/22

Remarks:

| Approved by    | Purchase Officer | Purchase Manager | M D        | Accountant | Accounts Manager |
|----------------|------------------|------------------|------------|------------|------------------|
| Name:          | [Signature]      |                  |            |            |                  |
| Sign:          | [Signature]      |                  |            |            |                  |
| Date:          | 19/9/22          |                  |            |            |                  |
| Approval limit | Upto 20k         | Above 20k        | Above 100k | Upto 20k   | Above 20k        |

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

**R1ZPA Complete Solution for all your cartridge needs**

GSTIN : 36AVTPS1528D1ZB

Invoice No. : 2436

Transport Mode :

Invoice Date :16/09/2022

Vehicle Number :

Reverse Charge (Y/N) :

Date of Supply :

State : TELANGANA

Code

36

Bill to Party

Ship to Party

Address: M/s . MEHTA & MODI REALITY KOWKOOR LLP ,  
5-4-187/3&4, 2ND FLOOR, SOHAM MANSION, MG RD,  
SECBAD.

GATE PASS NO:6701

GSTIN :

**GST: 36ABLFM7631F1Z3**

State : TELANGANA

Co  
de

State :

Code

RS. TWO HUNDRED SEVENTY ONE AND FORTY PAISE ONLY...

(RS.271.40)

ADD:CGST 9%

20.70

ADD: SGST 9%

20.70

|                        |  |
|------------------------|--|
| Total Amount After Tax |  |
|------------------------|--|

271.40

### Bank Details

Bank Name : INDIAN BANK

Branch : Narayanguda Branch

Bank A/C : 406746378

Bank IFSC : IDIB000N015

Common Seal

Certified that the particulars given above are true and correct

For VIVID WORLD

Authorized Signatory



## Purchase Order

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19-09-2022 12:23:20



92048

16.09.22 3:00:43

From Company : **Mehta & Modi Realty Kowkur LLP**  
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-!  
G S T No. : 36ABLFM7631F1Z3

### Supplier Details

Vivid World  
204, Kubera Towers, Narayanaguda, Hyderabad.

**GSTIN** 36AVTPS1528D1ZB

6682-3161/6682-3171

92462-15868

|                   |            |        |
|-------------------|------------|--------|
| <b>Doc No</b>     | 92048      | 203112 |
| <b>Doc Date</b>   | 16-09-2022 |        |
| <b>Quote No</b>   | Nil        |        |
| <b>Quote Date</b> | 16-09-2022 |        |
| <b>SupplyType</b> | Supply     |        |

**Kind Attn : Mr. Vishal**

Purchase Order for the Supply of following Items.

| Item Name                                                          | Qty  | Rate   | Dis% | GST   | Amount        |
|--------------------------------------------------------------------|------|--------|------|-------|---------------|
| 1 244200 - COMP-Peripherals - Laser Toner-Refilling-HP - 12A - Nos | 1.00 | 230.00 | 0.00 | 18.00 | 271.40        |
| <b>Total Order Value . . .</b>                                     |      |        |      |       | <b>271.40</b> |

Rupees : Two Hundred Seventy One and Paise Fourty Only.

### Terms and Conditions :-

|                          |                                                                                                                                                                                                                                                  |
|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Specification /</b>   | As per details given in the quotation                                                                                                                                                                                                            |
| <b>Payment Terms</b>     | After Delivery & Production of bill                                                                                                                                                                                                              |
| <b>Tax</b>               | All taxes included in above price.                                                                                                                                                                                                               |
| <b>Delivery Date</b>     | Same Day                                                                                                                                                                                                                                         |
| <b>Delivery Location</b> | Head Office<br>5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003<br>Phone. 040-66335551                                                                                                                                                |
| <b>Penalty For Delay</b> | Nil                                                                                                                                                                                                                                              |
| <b>Transportation</b>    | Included in the above price.                                                                                                                                                                                                                     |
| <b>Warranty</b>          | Nil                                                                                                                                                                                                                                              |
| <b>Advance Paid</b>      | Nil                                                                                                                                                                                                                                              |
| <b>Other Terms</b>       | We reserve the right items not conforming to quality and specifications. Above order for HO Purpose.                                                                                                                                             |
| <b>Completion Date</b>   | Nil                                                                                                                                                                                                                                              |
| <b>Measurment</b>        | Nil                                                                                                                                                                                                                                              |
| <b>Security</b>          | Nil                                                                                                                                                                                                                                              |
| <b>Remarks</b>           | Original invoice + copy of proof of delivery is required to process invoice for payment . Do not send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery /DC can be sent by email. |

For **Mehta & Modi Realty Kowkur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Vivid World**

Name : \_\_\_\_\_

Name : \_\_\_\_\_

Date : \_\_\_\_/\_\_\_\_/\_\_\_\_

|                                |                                                       |                          |   |                                                                                                                                                                                      |                       |           |           |             |  |
|--------------------------------|-------------------------------------------------------|--------------------------|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-----------|-----------|-------------|--|
| Requisition Form               |                                                       |                          |   |                                                                                                                                                                                      |                       |           |           |             |  |
| Company Name:                  |                                                       | Mehta & Modi Kowkoor LLP |   | Date:                                                                                                                                                                                | 2022-09-16            |           |           |             |  |
| Site & Phase :                 |                                                       | HO                       |   | Time:                                                                                                                                                                                |                       |           |           |             |  |
| Unit No./Block No.             |                                                       |                          |   |                                                                                                                                                                                      |                       |           |           |             |  |
| Supplier:                      |                                                       |                          |   | Req. No.                                                                                                                                                                             | 203112                |           |           |             |  |
| Material required before date: |                                                       |                          |   | ID No.                                                                                                                                                                               | 79843                 |           |           |             |  |
| S No                           |                                                       | Item                     |   | Qty required                                                                                                                                                                         | Qty available at site | Order Qty | Inward No | Inward Date |  |
| 1                              | COMP2442-Peripherals-Laser Toner-Refilling-HP-12A-Nos |                          | 1 | 0                                                                                                                                                                                    | 1                     |           |           |             |  |
| 2                              |                                                       |                          |   |                                                                                                                                                                                      |                       |           |           |             |  |
| 3                              |                                                       |                          |   |                                                                                                                                                                                      |                       |           |           |             |  |
| 4                              |                                                       |                          |   |                                                                                                                                                                                      |                       |           |           |             |  |
| 5                              |                                                       |                          |   |                                                                                                                                                                                      |                       |           |           |             |  |
| 6                              |                                                       |                          |   |                                                                                                                                                                                      |                       |           |           |             |  |
| 7                              |                                                       |                          |   |                                                                                                                                                                                      |                       |           |           |             |  |
| 8                              |                                                       |                          |   |                                                                                                                                                                                      |                       |           |           |             |  |
| 9                              |                                                       |                          |   |                                                                                                                                                                                      |                       |           |           |             |  |
| 10                             |                                                       |                          |   |                                                                                                                                                                                      |                       |           |           |             |  |
| Remarks:                       |                                                       | This is for HO           |   |                                                                                                                                                                                      |                       |           |           |             |  |
|                                |                                                       |                          |   |                                                                                                                                                                                      |                       |           |           |             |  |
|                                |                                                       | Engineer                 |   | Project Manager                                                                                                                                                                      | Veruth                | Purchase  |           | MD          |  |
| Prepared By:                   |                                                       | Suneel                   |   | <div style="border: 2px solid blue; padding: 5px; display: inline-block;"> <b>APPROVED</b><br/> <b>19 SEP 2022</b><br/> <b>P. VENKATESHWARLU</b><br/> <b>MANAGER PURCHASE</b> </div> |                       |           |           |             |  |
| Approved By:                   |                                                       |                          |   |                                                                                                                                                                                      |                       |           |           |             |  |
| Sign & Date:                   |                                                       |                          |   |                                                                                                                                                                                      |                       |           |           |             |  |